

## APPENDIX H

### NAVMC FORMS

1. A number of NAVMC forms have been developed to support the MCTFS. These forms substantiate various entitlements and transmit documents, checks, pay orders, and data. The use of these forms is directed by certain Marine Corps orders that publish procedural regulations that support the Marine Corps Automated Information Systems.

2. Finance Officers. Use the NAVMC forms specified by current directives in administrative routines.

NAVMC 118(21):	Dependent Travel Record
NAVMC 941:	Transmittal of Service Records
NAVMC 11020:	Unit Diary Control Log
NAVMC 11021:	Discharge Account Summary
NAVMC 11061:	Notification of Indebtedness/Installment Liquidation Agreement
NAVMC 11077:	Pay Discrepancy Notice
NAVMC 11079:	Transmittal of Original Financial Returns

3. Commanding Officers. Use the NAVMC forms specified by current directives in administrative routines.

NAVMC 11060:	Separation/Travel Pay Certificate
NAVMC 11081:	Waiver/Remission of Indebtedness
NAVMC 11082:	Financial Statement-Remission of Indebtedness
NAVMC 11106:	Application for Cost of Living Allowances
NAVMC 11108:	Memorandum Endorsement-Certificate of Accountability for Elapsed Time-TAD for 45 Days or More
NAVMC 11116:	Miscellaneous Military Pay Order/Special Payment Authorization
NAVMC 11118:	Reporting/Detaching, Quarters and Mess Endorsement
NAVMC 11119:	Delegation of Authority
NAVMC 11120:	Request for Direct Deposit Disenrollment
NAVMC 11160:	Allotment/Bond Authorization Worksheet (Replaced by DFAS Form

4. SL-8 contains all pertinent information regarding blank NAVMC forms used Marine Corps-wide. SL-8 provides procedural instructions for ordering NAVMC forms as well as national stock number, item description, unit of issue, and unit price.

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